

**Personnel Committee
Monday, January 27, 2014
Conference Room B, Beck Municipal Building**

Minutes

Members Present: Toni Moran (Chair), Alex Marcellino, Elizabeth Wassmundt

Other Council Members Present: Mayor Paterson, Bill Ryan, Paul Shapiro

Staff Present: Maria Capriola, Matthew Hart, Patricia Schneider

The meeting was called to order at 5:05pm.

1. PUBLIC COMMENT

None.

2. MINUTES

The minutes of December 16, 2013 were moved by Marcellino and seconded by Wassmundt. The minutes were unanimously approved as presented.

3. HUMAN SERVICES OPEN POSITIONS

Schneider and Capriola presented a proposed reorganization of Senior Center staff positions. The proposal was cost neutral, would increase staff hours by over 415 hours per year, increase direct service provided to seniors, and provide outreach services to seniors. Wassmundt made the motion seconded by Marcellino to endorse the pay grade and classification for the Outreach Social Worker as presented. The motion passed unanimously. Since the Outreach Social Worker position is a brand new non-union classification, the Town Council will need to review and approve the classification.

4. FY 13-14 NON-UNION COMPENSATION

Hart provided an overview of FY 13/14 wage data (state-wide and comparable communities). Staff is not prepared to make a recommendation regarding non-union compensation at this time. The topic will be a future agenda item.

5. TOWN ATTORNEY RFQ

Firm responses to the RFQ were discussed. By consensus four firms were selected for interviews:

- O'Malley, Deneen, Leary, Messina & Oswecki
- Branse, Willis & Knapp, LLC
- O'Brien & Johnson
- Conway, Londregan, Sheehan & Monaco, P.C.

Firms will be interviewed on February 12th & 13th. Interview questions were reviewed. Wassmundt made the motion seconded by Marcellino to have Town Attorney interviews conducted by the Personnel Committee, Town Manager, Assistant Town Manager, and a Planning and Zoning Commission representative. The motion passed with Wassmundt and Marcellino voting in favor and Moran opposed.

The meeting adjourned at 6:58pm.

Respectfully submitted,
Maria E. Capriola, Assistant Town Manager, Town of Mansfield